

Minutes of the March 10, 2020 Meeting of the CELS Executive Council

Call to Order: A meeting of the College of the Environment and Life Sciences Executive Council was held at 1:30 pm at the CBL 435 conference room. Members present were Department Chairs Chandler, Dalton, Gomez-Chiarri, Mitkowski, Roberts, and Savage; Associate Deans, Sartini, and Thornber; *ex-officio* members Palmer, Silvia, and Wilson; and Faculty Secretary Rice. Department Chairs Gold, and Uchida, and Associate Dean Sheely were absent. ENRE was represented by Professor Lang, and NRS was represented by Professor Stolt. Professor Jenkins of CMB was also present. Dean Kirby presided.

Approval of the Minutes: *A motion was made by Gomez-Chiarri and seconded by Sartini to approve the February 25, 2020 Minutes of the Executive Council. The minutes were approved unanimously.*

Announcements:

Dean Kirby:

- 1) The University is being affected in many ways by the COVID-19 epidemic. International travel is now restricted. The President and Provost's offices are in touch with state disaster management and the governor's office.
- 2) Low enrollment courses across the university are being identified; seminar and special problems courses are exempted, but they count less in the workload planning guidelines. Departments are asked to review majors, focus on student recruitment. There is a need to at least graduate 11 students per year to be considered a properly-enrolled program.

Meredith Silvia

- 1) Course fees for cross-listed courses go to the department that hosts the course code that the student has signed up for. If there are any other arrangements negotiated between departments, please inform Meredith so that proper accounting can be effected.
- 2) Any guest lecturers invited to speak should buy their own airfare and be reimbursed by the university. There have been problems with cancellations and the university not being able to recover expended funds.

Old Business:

There was no old business

New Business:

There was no new business

Adjournment: *It was moved and seconded to adjourn at 1:50 pm*

Respectfully submitted:

Michael A. Rice, Faculty Secretary